



MEETING NOTICE

**TUALATIN BUDGET ADVISORY COMMITTEE
MAY 12, 2015
6:00-8:00 p.m.
TUALATIN POLICE DEPARTMENT
TRAINING ROOM
8650 SW TUALATIN ROAD
TUALATIN, OR 97062**

A. CALL TO ORDER

B. WELCOME AND INTRODUCTIONS

C. ELECT COMMITTEE CHAIR

D. APPROVAL OF MINUTES

1. Consideration of Minutes from the Budget Advisory Committee Meeting of May 28, 2014

E. MEETING AGENDA AND MATERIALS

1. Review Fiscal Year 2014-2015
2. Deliver Budget Message and Distribute Proposed Fiscal Year 2015-2016 Budget
3. Discussion of Fiscal Year 2015-2016 Budget
4. Discuss Second Budget Committee Agenda

F. OTHER ISSUES

G. ADJOURNMENT

Budget Advisory Committee
Meeting Date: 05/12/2015

D. 1.

Information

Attachments

Budget Advisory Committee Meeting Minutes for May 28, 2014



OFFICIAL MINUTES BUDGET ADVISORY COMMITTEE MEETING FOR MAY 28, 2014

Present: Candice Kelly, Roger Mason, Diane Buisman, Nancy Grimes, Dan Gaur, Terri Ward, Lou Ogden, Monique Beikman, Robert Kellogg, Ed Truax, Frank Bubenik,

Absent: Derek Ruckman, Wade Brooksby

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Assistant City Manager Alice

Present: Cannon; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Engineering Manager Kaaren Hofmann; Program Coordinator Denice Ambrosio; Parks Maintenance Manager Tom Steiger; Water Division Manager Mick Wilson; Maintenance Services Division Manager Clayton Reynolds; Police Captain Larry Braaksma; Street/Sewer/Storm Division Manager Bert Olheiser; Human Resources Manager Janet Newport; Library Manager Jerianne Thompson; Program Coordinator Lisa Thorpe; Pohl Center Supervisor Matt Saviello; Accounting Supervisor Matthew Warner; ; Public Works Director Jerry Postema

A CALL TO ORDER

Chair Ward called the meeting to order at 6:02 p.m.

B APPROVAL OF MINUTES

- 1 Consideration of Minutes from the Budget Advisory Committee Meeting of May 29, 2013 and May 13, 2014

MOTION by Lou Ogden, SECONDED by Diane Buisman to approve the Budget Advisory Committee Meeting of May 29, 2013 and May 13, 2014.

Vote: 11 - 0 MOTION CARRIED

C PUBLIC HEARING

- 1 Public Hearing in Accordance with ORS 221.270 Regarding State Shared Revenues

Finance Director Hudson stated the intent for this public hearing is to receive state shared revenues. He gave a brief staff report on the state shared revenues that the City receives. He noted that the city is estimated to receive \$300,200 in the FY14/15 budget. The revenue is not restricted and is used for general city operations. Cigarette, gas, and remaining liquor taxes are not covered in this public hearing.

PUBLIC COMMENT

None

D MEETING AGENDA AND MATERIALS

1 Discussion of Fiscal Year 2014-15 Budget

Director Hudson distributed answers to questions submitted by committee members for review. Items covered included questions related to Bancroft Bond fund balances, outside legal services, debt service information, and the Library/City Office parking lots.

Director Hudson briefly covered general fund revenues for FY 2013-14. He reviewed the trends for the general fund, building fund, and operating funds.

Director Hudson began the discussion of the FY 2014-15 budget. He presented an overview of revenues for the general fund including property tax, intergovernmental grants, and fees and charges. Other revenues covered included the building and operations fund. He briefly covered the increase in water rates based on the Water Master Plan and the increases passed through from Clean Water Services. The total utility rate increase is slightly less than 4%. Transfers in the water, sewer, storm drain, and gas tax funds were explained.

Chair Ward asked when the contract for purchasing water from the City of Portland will expire. Director Hudson stated the contract expires in 2026. Committee Member Kellogg asked if the contract could be terminated early. City Attorney Brady confirmed it could be terminated earlier than 2026.

Highlights in expenditures in the following areas were discussed: Policy and Administration, Community Development, Community Services, Public Safety and Public Works. Items including staffing and special one time expenditures were covered for each department.

Chair Ward asked if the Parking Enforcement Officer position had paid for itself in previous budget years. Director Hudson stated it had not and the need for the position will be analyzed in the future.

2 Public Comment

Kathy Newcomb asked about remaining fund balances in the Leveton Urban Renewal District and Central Urban Renewal District. Director Hudson stated the funds were discussed at the previous meeting and balances can be found on pages 228 and 231 in the proposed budget. Ms. Newcomb submitted a request for the purchase of land for a park and ride on facility 99W. She proposed using remaining funds from the Leveton Urban Renewal District.

Committee Member Kellogg asked about the process for adding such a request to the budget. Director Hudson stated an amendment to the budget could be made by the committee.

3 Committee Questions and Comments

MOTION by Robert Kellogg, SECONDED by Terri Ward to recommend to Council to use remaining Transportation Development Funds, after the construction of Seneca Street, to complete the design study on the 105th and Blake Street project in the Capital Improvement Plan.

COMMITTEE DISCUSSION

Committee Member Davis asked if a vote could be taken on funds that are not guaranteed to be available. Finance Director Hudson responded that it is questionable on whether the project would be eligible to use Transportation Development Tax (TDT) funds.

Committee Member Mason asked about staff's capacity to take on another project. City

Manager Lombos stated it is not in this year's work plan to complete this project.

Committee Member Davis asked if a transfer of funds could be considered at a later date. Finance Director Hudson stated Council could make a transfer at any time with direction to complete the specified project.

Mayor Ogden expressed concern over the Capital Improvement Plan (CIP) projects being dictated by the committee. He stated the CIP should be an administrative task that meets the Council priorities for the year. He would like the Council to look at this request when the CIP recommendations come forward.

Committee Member Beikman stated she would like to look at the project in more detail and discuss it when the CIP plan comes to the Council later in the year.

Vote: 11 - 0 MOTION CARRIED

Director Hudson covered proposed amendments in the water and storm operating funds, water development fund, and the general fund.

MOTION by Ed Truax, SECONDED by Candice Kelly to approve the Fiscal Year 2014-2015 Tualatin Development Commission budget.

Vote: 11 - 0 MOTION CARRIED

E OTHER ISSUES

F ADJOURNMENT

Chair Ward adjourned the meeting at 7:23 p.m.

Sherilyn Lombos, City Manager

_____ / Recording Secretary